

# Project Management for Contracting Officers

**Audience:** Designed for Contracting Officers who support major projects and who deal with project managers, technical representatives, and financial managers.

**Goal:** This one-day, application-oriented course is based upon examples and case studies from real NASA project situations. This course focuses on the reality of NASA Project procurement, not the theory. Participants will see what can go wrong even when the right steps are taken. The examples allow participants to see the actual corrective actions that were taken and the results. The goal of this course is to get Contracting Officers smart enough about Project-unique procurement problems that they can deal with them effectively, and work effectively with project managers, engineers, scientists, and financial managers.

**Learning Objectives:** Participants will gain an understanding of those aspects of government procurement crucial to project success and be able to more effectively interact with the projects they support. Participants will be able to figure out what kind of action is needed when the inevitable problems of project procurement occur.

- Avoid bad procurement decisions that can complicate contract management and imperil project success, using studies of actual NASA contracts.
- Work effectively with Project Managers and their subordinates to better meet their needs
- Better understand and deal with forces outside of the CO's or the project's control that can impact successful contract performance
- How to best use certain standard contract clauses to solve project problems

**Learning Methods:** The course uses a mix of case studies, interactive group exercises, and lessons learned. All are based on actual NASA contracts for major projects.

**Key Topics:**

- Criticality of acquisition strategy in project planning
- Concept of "authority" and the relationship of Contracting Officers and Project Managers
- Solving project-related contract problems
- The relationship of budgets to contracts
- Risk analysis as a tool for procurement decision-making
- Understanding projects and Project Managers

**Suggested Prerequisites:**

- None